

**COMPLIANCE PLAN / TAX YEAR 2004**  
**NJSA 54:4 –23 as amended by Chapter 101, Public Laws of 2001**  
**TO BE FILED WITH COUNTY BOARD OF TAXATION AND NJ DIVISION OF TAXATION**

In view of 45-day response time assessors must submit FORM CP to both County Tax Board and Taxation Division at the same time. This form is to be used for filing compliance plans during 2003 for the tax year 2004. Filing deadline is **November 1, 2003**.

County \_\_\_\_\_ Taxing District \_\_\_\_\_

**SECTION I - GENERAL INFORMATION**

Compliance Plan to be completed on or before **November 1, 2003** and filed for tax year **2004**.

All values placed on property will be as of **October 1, 2003**.

1. Year of Last Revaluation
2. Year of Last Reassessment
3. Director's **October 1, 2003** Average Ratio
4. **2003** General Coefficient of Deviation


**5. No. of line items for tax year 2003—**

Class 1		Class 4A	
Class 2		Class 4B	
Class 3A		Class 4C	
Class 3B			

**SECTION II – SPECIFIC INFORMATION**

6. Total number of neighborhoods in municipality \_\_\_\_\_.
7. Total number of neighborhoods reviewed must be **100%**.
8. List neighborhoods where assessments need adjustments in the chart below:

ID No., VCS, Neighborhood etc.	No. of Line Items In Neighborhood	Ratio of Neighborhood	General Coefficient of Deviation of Neighborhood	No. of Sales in Neighborhood	Time Period of Sales if other than (7/1/01 – 6/30/03)	Percent of Proposed Change in Total Valuation by Neighborhood

**\*\*TO BE FILED IN 2003 FOR TAX YEAR 2004 •** If additional lines are needed, please attach another sheet to this application.

**SECTION III – CERTIFICATION AND ACKNOWLEDGMENT**

I hereby declare as tax assessor that the supporting data for the compliance plan on this report is accurate for the foregoing neighborhoods.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
MUNICIPAL ASSESSOR

\*\*\*\*\*  
 I attest that the \_\_\_\_\_ County Board of Taxation at a meeting held on \_\_\_\_\_, 20\_\_\_\_ has reviewed the proposed compliance plan and has (APPROVED/DENIED) it.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COUNTY TAX ADMINISTRATOR

\*\*\*\*\*  
 The foregoing proposal for a compliance plan is hereby (APPROVED/DENIED) this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
ASSISTANT DIRECTOR, DIVISION OF TAXATION

**AN ACT** concerning reassessment, and amending R.S. 54:4-23.

1. R.S. 54:4-23 is amended to read as follows:

54:4-23 "...and provided further however, that when the assessor has reason to believe that property comprising all or part of a taxing district has been assessed at a value lower or higher than is consistent with the purpose of securing uniform taxable valuation of property according to law for the purpose of taxation, or that the assessment of property comprising all or part of a taxing district is not in substantial compliance with the law and that the interests of the public will be promoted by a reassessment of such property, the assessor shall, after due investigation, make a reassessment of the property in the taxing district that is not in substantial compliance, provided that (1) the assessor has first notified, in writing, the mayor, the municipal governing body, the Division of Taxation in the Department of the Treasury, the county board of taxation, and the county tax administrator of the basis of the assessor's determination that a reassessment of that property in the taxing district is warranted and (2) the assessor has submitted a copy of a compliance plan to the county board of taxation and to the Division of Taxation for approval. If the assessor does not receive an approval decision or a decision disapproving the plan from either the county board of taxation or the Division of Taxation within 45 days of their receipt of the compliance plan, then that entity that did not respond shall be deemed to have approved the plan. Following a reassessment of a portion of the taxing district pursuant to an approved compliance plan, the assessor shall certify to the county board of taxation, through such sampling as the county board of taxation deems adequate, that the reassessment is in substantial compliance with the portions of the taxing district that were not reassessed. For the purposes of reassessment, the assessor shall compute and determine the taxable value of such real property at the level established for the county pursuant to law.

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## Filing of the Form

In addition to filing this compliance plan, you must also notify in writing, the mayor and the municipal governing body of your reasons for reassessing a part of your municipality that is not in substantial compliance with the rest of the municipality. This notification must be made prior to reassessing the part of your municipality that is not in substantial compliance.

Submission of Form CP does not pertain to those districts with an approved reassessment application or approved revaluation contract. Similarly, however, municipalities filing Form AFR must notify the mayor and local governing body regarding the reassessment in advance of its implementation.

*Please forward completed compliance plan to:* **Division of Taxation**  
**Attn: Richard Stier**  
**PO Box 251**  
**Trenton, NJ 08695-0251**

Sales outside 07/01/01-06/30/03 sampling period must be justified and documented. Please attach.

<i>Example:</i>	Assessed valuation of neighborhood #1 <i>prior to compliance</i>	Proposed assessed valuation of neighborhood #1 <i>after compliance</i>
	\$20,000,000	\$22,000,000
	-	= \$2,000,000
	Difference (divided by)	Assessed valuation prior to compliance
	\$2,000,000 ÷	\$20,000,000 = 10% is the proposed change in total
	valuation for neighborhood #1	

County/State approvals or denials must be received within 45 days of receipt. No response within the 45 day period will be treated as an approval. If one entity denies, the plan is denied.

Please note that after implementation of reassessment the assessor is required to certify to the county board of taxation that the reassessment is in substantial compliance with the portions that were not reassessed.

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